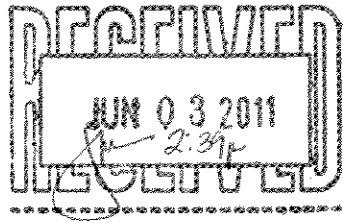


CASE NO
OPA-PP-11-008

BLAIR STERLING JOHNSON & MARTINEZ



RECEIVED
OFFICE OF PUBLIC ACCOUNTABILITY
DATE: 6/3/11
TIME: 1:50 PM
BY: [Signature]

DEPARTMENT OF EDUCATION
Rebecca M. Perez, Legal Counsel
P.O. BOX DE
HAGATNA, GUAM 96932
TEL: 300-1537
FAX: 472-5003
rebecca.perez@gdoe.net

IN THE OFFICE OF PUBLIC ACCOUNTABILITY
PROCUREMENT APPEAL

In the Appeal of)
)
SANFORD TECHNOLOGY)
GROUP, LLC)
)
Appellant.)

PROTEST
APPEAL NO. 11-008

PROCUREMENT RECORD

The Guam Department of Education hereby submits the following exhibits:

- Exhibit 1: Log of Availability of IFB 006-2011 on GDOE Website
- Exhibit 2: Copy of IFB 006-2011
- Exhibit 3: Register Receipt of IFB 006-2011 (In-Office and Online)
- Exhibit 4: Publication of Availability of IFB 006-2011 (Pacific Daily News)

DEPARTMENT OF EDUCATION

[Signature]

By: REBECCA M. PEREZ
Counsel for Department of Education

**Exhibit 1: Log of Availability of IFB 006-2011 on
GDOE Website**

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Version history for [IFB 006-2011 Indefinite Quantity Bid- Laptops listing](#) [« view page listing](#)

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Version	Last edited	Edited by	
Version 3 (current)	a minute ago	Marcus Y. Pido	
Version 2	May 18, 2011 6:35 PM	Trinidad Bucao	(Revert to this version)
Version 1	May 18, 2011 6:13 PM	Trinidad Bucao	(Revert to this version)

Version history for [IFB 006-2011 Indefinite Quantity Bid- Laptops listing](#) [« view page listing](#)

[« Prev](#) **1-3 of 3** [Next »](#)

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Exhibit 2: Copy of IFB 006-2011

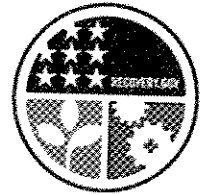
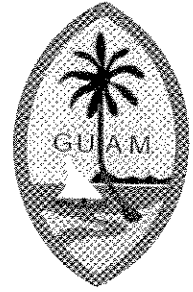
GATEWAY TO SUCCESS

Laptops and
Mobile Computer Labs

Multi-Step Sealed Indefinite Quantity

Invitation for Bid

No. 006-2011



Guam Department of Education

Supply Management Office
Manuel F.L. Guerrero Administration Building, 2nd Floor
312 Aspinall Avenue
Hagåtña, Guam 96910
T: +1 (671) 475-0438 / +1 (671) 300-1581
F: +1 (671) 472-5001
www.gdoe.net

A handwritten signature in black ink, appearing to read "M. Y. Pido".

MARCUS Y. PIDO

Supply Management Administrator
mypido@gdoe.net

Section 1 – Invitation For Bid (IFB) Timeline

1.1 – INVITATION FOR BID (IFB) TIMELINE

<u>DATE</u>	<u>ACTIVITY</u>	<u>TIME</u>
May 11, 2011 (Wednesday)	Publication and Public Availability	8:00 AM
May 27, 2011 (Friday)	Deadline for Written Questions & Clarifications regarding IFB	12:00 PM
June 06, 2011 (Monday)	Opening and Recording of Bids	11:00 AM

All dates and times are local Chamorro Standard Time, ChST.

Section 2 – General Information, General Instructions & Project Scope

2.1 – PROJECT TITLE AND OVERALL SCOPE

GATEWAY TO SUCCESS – INDEFINITE QUANTITY OF LAPTOPS AND THE PURCHASE OF MOBILE

COMPUTER LABS

Guam Department of Education (GDOE) has adopted an information technology (IT) plan, *Gateway to Success 2008*, which establishes a vision for GDOE's efforts to advance students' academic achievement, improve administrative efficiency, and enhance communication through the use of technology.

As part of this plan, GDOE wants to increase access to computers and other IT tools in public school classrooms. The objective of this project is to provide laptops/Netbook Alternatives situated on mobile computer labs necessary to support teaching and learning in public school classrooms. This equipment will provide equal access to information and communication technology for students; provide for instruction that develops literacy; and enhance teachers' productivity and professional practices.

In addition to the plan, GDOE will be purchasing laptops for other programs and purposes to meet their objectives.

2.1.1 – PROJECT/PURCHASE SCOPE

GDOE will provide laptops for teachers and mobile computer labs to its schools. The laptops will be used for the Mobile Labs to provide class sets of laptop computers for teachers in any classroom. These mobile computer labs should be secured and functional to enhance the teaching and learning in the classrooms. In addition to these Mobile Labs, which will contain laptop computers, this bid is for a second separate lot of laptops for teachers, the quantity of which should be independent from the Mobile Labs. The laptops for teachers are intended to be assigned to each teacher for his/her use in general classroom instruction, for general administrative tasks, and any other work relevant to classroom instruction. In other words, this Invitation for Bid (IFB) is for **computer hardware** and the **services necessary to deploy and support** this project, which again includes two separate components. 1) Mobile Labs with included laptops; and 2) laptops for teachers. The successful bidder will provide the computer hardware and resources necessary to deploy (configure, install, connect, accountability) and support the hardware at GDOE schools.

In addition to the classroom, several laptops will also be purchased for other programs and purposes that require mobile computing to meet its objectives.

Typical use of computer hardware shall include, but is not limited to:

- In-class activities such as: word processing, spreadsheets, and presentations;
- Internet research;
- Online classroom applications;
- PowerSchool Access for students, parents, and teachers (Note: Power School is GDOE's web-based student information management application/tool/system);
- Other program uses and purposes; and
- Communication

Typical support services necessary to support this project shall include, but are not limited to:

- Deployment services to ensure that all hardware is accounted for and are provided a standard image.
- Maintenance and support services to ensure that the hardware is operational and available for uninterrupted use by GDOE students and teachers. Free from software or hardware failure, crashes, and general instability.

2.1.2 – PURCHASE DESCRIPTION

This IFB is for **computer hardware** and the **services necessary to deploy and support** this project.

Hardware - Minimum Hardware Requirements/Specifications

Bidders submitting bids in response to this IFB should only include computer hardware that meets or exceeds the following minimum requirements/specifications. Bid forms must be completed at time of submission and included therewith.

a. Item: Student - Laptop / Netbook Alternative for Mobile Labs Minimum Specifications

MINIMUM HARDWARE REQUIREMENTS/SPECIFICATIONS

Student - Laptop / Netbook Alternative MINIMUM Specifications for Mobile Labs	
Quantity	<ul style="list-style-type: none"> Minimum quantity total of Mobile Labs is 13, each of which shall include 30 laptops for classroom use for a minimum total of 390 laptops housed in the Mobile Labs. (Please refer to Section 2.1.2, Item C)
Processor	<ul style="list-style-type: none"> 1.6 Gigahertz – Dual core or better Examples Processors: Intel® Core™ Duo; AMD Athlon
Memory	<ul style="list-style-type: none"> 2 Gigabytes
Hard Drive	<ul style="list-style-type: none"> 250 Gigabytes
Video	<ul style="list-style-type: none"> Integrated Graphics Media Accelerator
Screen Size	<ul style="list-style-type: none"> 11-14 Inches – HD
Keyboard and mouse	<ul style="list-style-type: none"> Full-size keyboard Touchpad
Networking	<ul style="list-style-type: none"> Network Interface Controller – 10/100/1000 – Wake-on-LAN Support
Wireless	<ul style="list-style-type: none"> 802.11 g/n Bluetooth (optional)
Audio	<ul style="list-style-type: none"> Integrated Audio and Speakers
Battery	<ul style="list-style-type: none"> 6 Cell
Operating System	<ul style="list-style-type: none"> Windows Vista Home or Windows 7 Starter Note: Laptop must be capable of running Windows 7 Professional
Software	<ul style="list-style-type: none"> System Recovery Software System Drivers

Ports	<ul style="list-style-type: none"> ▪ 2x USB 2.0 ▪ Headphones/Speaker-Out ▪ 1x VGA Port (optional)
Peripherals	<ul style="list-style-type: none"> ▪ Built-in Web Cam ▪ Built-in Microphone ▪ AC Adapter
Warranty	<ul style="list-style-type: none"> ▪ Three (3) Years – Parts and Labor in compliance with the requirements set forth in this section.

b. Item: Teacher - Laptop Minimum Specifications

Teacher - Laptop / Netbook Alternative MINIMUM Specifications	
Quantity	<ul style="list-style-type: none"> ▪ Minimum quantity total is 1735 Teacher laptops
Processor	<ul style="list-style-type: none"> ▪ 1.6 Gigahertz – Dual core or better ▪ Examples Processors: Intel® Core™ Duo; AMD Athlon
Memory	<ul style="list-style-type: none"> ▪ 4 Gigabytes
Hard Drive	<ul style="list-style-type: none"> ▪ 250 Gigabytes
Video	<ul style="list-style-type: none"> ▪ Integrated Graphics Media Accelerator
Screen Size	<ul style="list-style-type: none"> ▪ 13 -15 Inches - HD
Keyboard and mouse	<ul style="list-style-type: none"> ▪ Full-size keyboard ▪ Touchpad
Networking	<ul style="list-style-type: none"> ▪ Network Interface Controller – 10/100/1000 – Wake-on-LAN Support
Wireless	<ul style="list-style-type: none"> ▪ 802.11 g/n ▪ Bluetooth (optional)
Audio	<ul style="list-style-type: none"> ▪ Integrated Audio and Speakers
Optical Drive (Optional)	<ul style="list-style-type: none"> ▪ DVD +- RW/DL
Battery	<ul style="list-style-type: none"> ▪ 6 Cell
Operating System	<ul style="list-style-type: none"> ▪ Windows Vista Home or Windows 7 Starter ▪ Note: Laptop must be capable of running Windows 7 Professional
Software	<ul style="list-style-type: none"> ▪ System Recovery Software ▪ System Drivers ▪ DVD/CD Burning Software

Ports	<ul style="list-style-type: none"> ▪ 2x USB 2.0 ▪ Headphones/Speaker-Out ▪ 1x VGA Port ▪ 1 x HDMI Port (optional)
Peripherals	<ul style="list-style-type: none"> ▪ Built-in Web Cam ▪ Built-in Microphone ▪ AC Adapter ▪ Nylon carrying case with handle and/or strap. Carrying case must be sufficiently padded to protect the machine during normal transportation and/or periods of mobility.
Warranty	<ul style="list-style-type: none"> ▪ Three (3) Years – Parts and Labor in compliance with the requirements set forth in this section.

c. Item: Mobile Cart Minimum specifications

Mobile Cart Specifications	
Quantity	<ul style="list-style-type: none"> ▪ Minimum quantity of 13 Mobile Labs (30 laptops per cart) (Please refer to Section 2.1.2, Item A for the technical requirements applicable to the laptops that are to be contained in these Mobile Labs.)
Slots	<ul style="list-style-type: none"> ▪ Minimum of 30 slots for 30 laptops
Mobility	<ul style="list-style-type: none"> ▪ Easy to push wheels – medium to large size ▪ Must have a brake capability / locking wheels
Security	<ul style="list-style-type: none"> ▪ Locking cabinets / locking doors ▪ Sturdy cabinets ▪ Carts should be either steel casted, aluminum, or tough polycarbonate type of material or other similar/comparable material.
Functionality	<ul style="list-style-type: none"> ▪ Wireless – 802.11g/n standard ▪ Network ready ▪ Electrical outlets with surge protection for charging ▪ Electrical outlets for recharging and the use of peripherals (such as printers, switches, access points) ▪ Secured Storage inside the cart ▪ Cart should be ventilated and have a cooling mechanism that is fully installed such that is a component part of the mobile lab.
Laptop Timer	<ul style="list-style-type: none"> ▪ Automatic Laptop Timer or equivalent smart power management – UL listed ▪ Laptop Timer allows all laptop computers to be charged from a single electrical circuit. Laptop carts with multiple electrical units plug into the timer which is then plugged into a standard wall outlet. The timer switches the electrical current from one charging unit to the other providing up to 4 hours charging time per electrical unit or similar device and power provision for the purpose of charging laptop devices. ▪ Sample: Bretford – Laptmr2
Warranty	<ul style="list-style-type: none"> ▪ Three (3) Years – Parts and Labor (on-island/on-site)

d. Model Number & Brand

Bidders submitting bids or offers in response to this IFB should provide a detailed copy of the actual model number, brand, and all its specifications of the proposed computer hardware. Model numbers and brand information should be clearly identified in the proposal.

Please identify the following in your proposal:

- Detailed Hardware specifications;
- Completed bid forms – Technical specifications (Student laptops, Mobile Labs, and Teacher Laptops)

e. Minimum Vendor Requirements

Bidders submitting bids or offers in response to this IFB should be capable of meeting the following minimum vendor requirements:

- Vendors must be a manufacturer-authorized reseller of the computer hardware (certification of proof must be provided upon submission);
- All hardware must come with a three (3) year on-island warranty;
- Vendor must be capable of providing on-site warranty services, including diagnostic review and minor repair;
- Vendor must be capable of providing technical support via phone and website;
- All hardware must be manufacturer branded (certification thereof may be demanded by the Department at time of delivery or any time thereafter during the life or term of any contract into which the Department and a successful bidder may enter as a result of this IFB);
- All hardware must come fully assembled;
- All hardware equipment/hardware manufacturers must have current ISO certification; and
- Vendor's on-island service center technicians must be A+ certified and/or possess appropriate certification (certification of proof for the technician assigned to the GDOE must be provided upon submission).

f. Deployment Services

a. Image Deployment Services

Bidders submitting bids or offers in response to this IFB must include image deployment services to provide a standard image across all equipment in this proposal. The vendor will work with GDOE to develop and to load the GDOE standard image.

b. Minimum Image Deployment Requirements

Bidders submitting bids or offers in response to this IFB must be capable of meeting the following minimum requirements for image deployment:

- The vendor will assist GDOE with creating an image that is compatible with the proposed hardware.
- The vendor will assign unique computer names for all computers based on the naming scheme provided by GDOE.
- The vendor will pre-image all computers at vendor's staging location before delivery to GDOE.

- Vendor will complete all required configurations and necessary installations to ensure the equipment is fully operational for the user. Equipment must be fully wired and setup in the classroom ready for use.
- Vendor will label all equipment with a GDOE-provided asset number and the unique computer names.

Vendor will provide the overall Deployment services approach for this proposal. At a minimum, the proposal should clearly identify the overall estimated deployment plan, deployment services to be provided, the staging location, the estimated time to create the image, the estimated time to image the Mobile Labs, and the time to account and deliver the equipment.

c. Documentation

Bidders submitting bids or offers in response to this IFB should be prepared to deliver all pertinent documentation, including:

- **Inventory Records.** Vendor will provide an electronic and printed copy of inventory items to the schools and to GDOE Financial, Student, and Administrative Information System also known as FSAIS. Inventory records will include computer names, model numbers, serial numbers, GDOE fixed asset numbers, descriptions of items, school names, and purchase order numbers.
- **Equipment Manuals.** Vendor will provide equipment manuals that are relative to the equipment. Each school and FSAIS should be provided 3 copies of the associated manuals.
- **GDOE licenses, license agreements.** Vendor will provide all original license/license agreements to FSAIS.

g. Maintenance & Support Services

Bidders submitting bids or offers in response to this IFB should include as part of their bid or offer pricing for maintenance and support services for all computer hardware procured through this solicitation. Bidders should be capable of meeting the following minimum requirements:

- Helpdesk (Online & Telephone) to submit and report issues with the equipment;
- Troubleshoot and resolve hardware and software issues;
- Maintenance to include software updates and any critical firmware updates at least once a year;
- Imaging services as needed; and
- Image to be updated with latest software updates and other GDOE requirements.
- Onsite pickup and delivery

Please provide a description of the overall approach to Maintenance and Support Services for this proposal. The approach should clearly identify at a minimum, a listing of services to be provided, helpdesk type(s), Maintenance schedule (hardware, software, firmware, image), number of employees to provide direct support, SLA – to include detailed response times and procedures for requesting support.

h. Non-warranty service

GDOE requesting for non-warranty services to protect the equipment from any events or damages not covered in the standard requested warranty. This will include accidental drops, spills, and surges.

Please provide the overall non-warranty service plan for the laptops in the proposal. The plan should clearly identify its coverage (drops, spills, etc.) and the process to repair the laptops.

i. Cost breakdown

The proposal should clearly identify an overall cost for the entire project and the breakdown of items to include the hardware costs (hardware costs should indicate the type of equipment to be purchased, the number of each type of equipment to be purchased, the unit cost for each piece of equipment, and the total cost for the type of equipment), deployment costs, maintenance and support costs (broken down by the services being provided). The costs should also include a 1 year, 2 year, and 3 year cost breakdown on services. All BID forms are required to be completed upon submission.

j. Bid Forms and Attachments

In order for a bid to be deemed responsive, 1) the Bid Forms in **Section 5** must be fully completed and executed by bidder or the proper representative(s) of the bidding organization and included with the bid submission, and 2) the Attachments found in **Section 6** must be fully completed and included with the bid submission. These items should be placed in the Technical Proposal envelope (See **Section 2.2.2**, **Section 2.2.3**, and **Section 2.4.2** for further explanation of the envelope requirements for all submissions).

1. **Technical Specifications Bid Form – Teacher Laptop (Attachment A)**
Please refer to **Section 6** of this IFB packet.
2. **Technical Specifications Bid Form – Student/Mobile Lab Laptop (Attachment B)**
Please refer to **Section 6** of this IFB packet.
3. **Technical Specifications Bid Form – Mobile Cart (Attachment C)**
Please refer to **Section 6** of this IFB packet.
4. **Services Bid Form (Attachment D)**
Please refer to **Section 6** of this IFB packet.
5. **Maintenance and Support Services Bid Form (Attachment E)**
Please refer to **Section 6** of this IFB packet.
6. **Total Cost Bid Form (Attachment F)**
Please refer to **Section 6** of this IFB packet.

2.1.3 – PERSON(S) RESPONSIBLE FOR DRAFTING OF SPECIFICATIONS IS/ARE:

Vincent Dela Cruz, Department Manager of Financial Student Administrative Information System (FSAIS)

2.2 – GENERAL INSTRUCTIONS

Instructions for responding to this IFB are contained in **Section 3** and should be followed carefully to ensure compliance. Bidders responding to this IFB that do not follow these instructions contained in **Section 3** may, at the discretion of the GDOE, be deemed non-responsive and disqualified from participating in this solicitation.

2.2.1 – GENERAL DISCLAIMER REGARDING INSTRUCTIONS

All instructions contained herein should be carefully followed and complied therewith. Bids and bidders who fail to follow the instructions set forth in this section and any preceding or succeeding sections of this document may be deemed nonresponsive and disqualified from participating in this bid opportunity.

2.2.2 – MULTI-STEP SEALED BIDDING

Bidders should be aware that this IFB is a Multi-Step Sealed Bid. The evaluation of Multi-Step Bids is split into two phases and in order to support this evaluation process responsive bids to this IFB must be split into two proposals. The first proposal must be an *unpriced*, technical proposal that meets the technical specifications as outlined in **Section 2.1.2**. The second proposal must contain the cost element of the bidder's response to this IFB. These two proposals are to be submitted at the same time (together) in sealed, separate envelopes for evaluation by the Department.

The Multi-Step Bid evaluation process has two phases. The first phase of evaluation will consist solely of a technical evaluation wherein the evaluation factors for award outlined below in **Section 2.4**, Award, are used to determine which bids meet the IFB's technical specifications and requirements. Additionally, the Department through its Office of Supply Management may conduct oral or written discussions of the

unpriced technical offers. In the second phase of evaluation, bidder's whose technical proposals are determined to be acceptable during the first phase of the evaluation will have their bids considered. Thus, the evaluation is a two pronged approach.

The process is designed to obtain the benefits of competitive sealed bidding by award of a contract to the lowest responsive, responsible Bidder, and at the same time obtain the benefits of the solicitation of the competitive sealed proposals procedure through the solicitation of technical offers and the conduct of discussions to evaluate and determine the acceptability of technical offers. The item that is the subject matter of this IFB shall be furnished generally in accordance with the bidder's technical offer as found to be finally acceptable and shall meet the requirements of the IFB.

2.2.3 – INDEFINITE QUANTITY PROCUREMENT/BID

This procurement is for an indefinite amount of Laptops and Mobile Labs described above in Section 2.1.2, Purchase Description, and these supplies should be furnished, in this case, as ordered. The objective of this multi-step sealed, indefinite quantity bid is to establish a fixed-price for any Laptops or Mobile Labs the Department may require for a December 31, 2011. Due to fluctuation in needs, these quantities may increase or decrease during the course of the contract period. This IFB is seeking bids from bidders who are able to provide the quantity of Laptops and Mobile Labs stated in Section 2.1.2, Purchase Description, in addition to quantities the Department may determine it needs in the future. Regardless of future needs and fluctuations therein, this contract shall be subject to the availability of funds. Bidders should cross-reference this section with Section 4 (ARRA, general), Section 2.2.8 (Requirements for All Solicitations Funded by ARRA), and

2.2.4 – ACCEPTABLE FORMAT OF BIDS

Bidders submitting bids in response to this IFB must submit a written bid. For each bid, bidders should submit one (1) original copy and one (1) duplicate copy for a total of two (2) documents. The bid should be submitted in a sealed envelope and delivered to the address listed in Section 2.2.3. The bid envelope should be plainly marked as follows:

The Guam Department of Education Invitation For Bid No. ____
Submittal Date: ____/____/____
Submittal Time: ____:____ a.m./p.m.
Attention: _____
Name of Business: _____

2.2.5 – TIME AND DATE FOR RECEIPT OF BIDS

Bidders submitting bids in response to this IFB should be aware that responses to this IFB must be received by the GDOE by:

TIME: 11:00 AM
DATE: Monday, June 06, 2011

Bidders submitting bids in response to this IFB should be aware that responses to this IFB must be delivered to the following physical address when delivered via hand delivery, Federal Express, DHL, or other courier service:

PHYSICAL ADDRESS: Guam Department of Education, Supply Management Office
Re: IFB No. 006-2011
Manuel F.L. Guerrero Administration Building, 2nd Fl., Rm. 202
312 Aspinall Avenue
Hagatna, Guam 96910

Bidders submitting bids in response to this IFB should be aware that responses to this IFB must be delivered to the following mailing address when delivered via the United States Postal Service:

MAILING ADDRESS: Guam Department of Education, Supply Management Office
Re: IFB No. 006-2011
Government of Guam
P.O. Box DE
Hagatna, Guam 96932

Any correspondence or communication with GDOE, via electronic mail or otherwise, regarding this procurement must include or refer to the number of this IFB: 006-2011 in the subject or reference line.

2.2.6 – LATE BIDS NOT ACCEPTED

Bidders submitting bids in response to this IFB should be aware that responses to this IFB received after the time and date above in **Section 2.2.5** will be considered nonresponsive and disqualified from participating in this solicitation.

2.2.7 – TRADE SECRETS AND OTHER PROPRIETARY DATA

Bidders submitting bids in response to this IFB should clearly stipulate and identify those portions of their response that contain trade secrets or other proprietary data that the bidder wishes to keep confidential.

2.2.8 – ACKNOWLEDGEMENT OF AMENDMENTS TO IFB

Bidders submitting bids in response to this IFB must acknowledge receipt of any and all amendments to this IFB. Amendment acknowledgement forms will be included with any and all IFB Amendments and must be submitted with IFB responses. *Responses without fully executed acknowledgement forms will be deemed nonresponsive and disqualified from participating in this solicitation.*

2.2.9 – REQUIREMENTS FOR ALL SOLICITATIONS

Bids submitted in response to this IFB must fulfill the requirements for all solicitations identified in **Sections 3 and 4** of this IFB. Each form identified in **Section 4** of this IFB must be completed and returned in the envelope containing responses to this IFB.

2.2.10 – REQUIREMENTS FOR ALL SOLICITATIONS FUNDED BY THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)

Solicitations and awards that will be funded by the American Recovery and Reinvestment Act must comply with the terms and conditions set forth by the Act to prevent termination of source funding. Select compliance and assurance requirements of the Act applicable to this procurement are highlighted in **Section 4** of this IFB.

Bidders should further understand that only the first phase of this multi-step, indefinite quantity procurement for laptops and Mobile Labs will be funded by the Rural and Low-Income School Program ("RLIS"), a U.S. Department of Education ("USDOE") formula grant, which is provided through the

American Recovery and Reinvestment Act ("ARRA"). Any future requisitions of laptops or Mobile Labs made in connection with this multi-step, indefinite quantity bid *may or may not* be funded by either the RLIS or ARRA grants. For purposes of clarity, bidders should understand that requisitions made with RLIS funds are also requisitions using ARRA funds and are therefore subject to all reporting requirements of ARRA described in this section of this IFB; however, because the RLIS program is a sub-program to and within ARRA, requisitions may be made entirely with non-RLIS ARRA funds. Regardless of the funding source, any future requisitions issued for the purchase of additional laptops or Mobile Labs under this multi-step, indefinite quantity IFB will stipulate the funding source, if federal, and any requirements thereof.

2.3 – QUESTIONS AND CONCERNS RELEVANT TO THIS IFB

2.3.1 – WRITTEN QUESTIONS

Bidders submitting bids in response to this IFB may submit written questions concerning this IFB by the time and date listed in this section of this IFB. Questions can be submitted by in-person delivery, electronic mail, or fax in accordance with the contact information listed in this section of this IFB. Questions should be clearly marked with the IFB number and addressed to the GDOE personnel listed in this section of this IFB. Questions submitted after the time and date set in this section will not be considered, nor will an answer to those questions be provided.

Bidders submitting bids in response to this IFB should be aware that pre-bid written questions relevant to this IFB must be received by the GDOE by:

TIME: 12:00 PM

DATE: Monday, May 17, 2011

Bidders submitting bids in response to this IFB should be aware that pre-bid written questions relevant to this IFB must be delivered to the following physical address when delivered via hand delivery, Federal Express, DHL, or other courier service:

PHYSICAL ADDRESS: Guam Department of Education, Supply Management Office
Re: IFB No. ____
Manuel F.L. Guerrero Administration Building, 2nd Fl., Rm. 202
312 Aspinall Avenue
Hagatna, Guam 96910

Bidders submitting bids in response to this IFB should be aware that pre-bid written questions relevant to this IFB must be delivered to the following mailing address when delivered via the United States Postal Service:

MAILING ADDRESS: Guam Department of Education, Supply Management Office
Re: IFB No. ____
Government of Guam
P.O. Box DE
Hagatna, Guam 96932

Bidders submitting bids in response to this IFB should be aware that pre-bid written questions relevant to this IFB must be transmitted to the following telephone number when sent via facsimile (fax):

FAX NUMBER: +1 (671) 472-5001

Bidders submitting bids in response to this IFB should be aware that pre-bid written questions relevant to this IFB must be sent to the following electronic mail (e-mail) address when sent via electronic mail:

E-MAIL ADDRESS: cttaitano@gdoe.net "Carmen Taitano"
cc: mypido@gdoe.net "Marcus Pido"

Any correspondence or communication with GDOE, via electronic mail or otherwise, regarding this procurement must include or refer to the number of this IFB in the subject or reference line.

2.3.2 – ANSWERS TO WRITTEN QUESTIONS

Bidders submitting bids in response to this IFB should expect that answers to written questions will be prepared and posted to the GDOE's website or delivered via fax or electronic mail to prospective bidders within five (5) business days from the date of the deadline for written questions (please see [Section 1](#) for IFB deadlines). *Please note that answers to written questions will be posted or provided in conjunction with the posting of the summary or minutes of the pre-bid conference.* The GDOE's website can be accessed at: <http://www.gdoe.net>.

2.4 – AWARD

2.4.1 – EVALUATION FACTORS FOR AWARD

Bidders submitting bids in response to this IFB will be selected for award of contract based on **lowest responsive, responsible bidder** with consideration given to responses that realize and include the technical requirements detailed in this IFB (see [Section 2.1.2](#)). GDOE reserves the right to disqualify bidders and bids that are deemed to be nonresponsive, regardless of whether the respective bidder or bid is determined to contain the lowest price. As previously stated in [Section 2.1.2 \(i\)](#), bids missing any of the required elements of a complete response (described throughout this IFB, including properly executed forms and affidavits described herein) will be deemed non-responsive.

In determining the lowest responsive bidder, GDOE may be guided by the following evaluation factors:

- Competency of bidder and bidder's proposed subcontractors as identified in [Sections 2.1.2\(e\) and 2.5.1](#).
- Price of overall performance and delivery of the supplies proposed in response to this IFB.
- Ability, capacity, and skill of the bidder to perform as called for in this IFB.
- Ability, capacity, and skill of the bidder to perform within the specified time outlined in this IFB.
- Character, integrity, reputation, judgment, experience, and efficiency of the bidder.
- Quality of bidder's performance on previous projects of similar size and scope to those outlined in this IFB.
- Sufficiency of the financial resources available to the bidder to perform or provide the goods and/or services outlined in this IFB.
- Quality, availability, and adaptability of the goods and/or services proposed in response to this IFB.
- Ability of bidder to provide future maintenance and services for the goods and/or services proposed in response to this IFB.

2.4.2 – SEALED BID SOLICITATIONS, CONDITIONS, AND INSTRUCTIONS

As explained above in [Section 2.2.2](#), Multi-Step Sealed Bid, this is a Multi-Step Sealed Bid. Below is a description of both phases one and two of the evaluation process for this IFB.

Phase One

Technical Proposals shall not be opened publicly, but shall be opened in front of two or more procurement officials. Such offers shall not be disclosed to unauthorized persons. Bidders may request non-disclosure of trade secrets and other proprietary data identified in writing. Please refer to [Section 2.2.5](#) for non-disclosure requests.

Technical Proposals submitted by Bidders shall be evaluated to determine whether the Proposal is responsive to the requirements of the bid and whether information requested has been submitted as provided for in the IFB. Technical Proposals shall be categorized as:

- a. Acceptable;
- b. Potentially acceptable; that is, reasonably susceptible of being made acceptable; or
- c. Unacceptable. The Procurement Officer shall record in writing the basis for finding an offer not responsive and/or unacceptable and make it part of the procurement file.

The evaluation of technical proposals that are deemed **potentially acceptable** will have a minimum rating of 60 points to advance to the next step.

1. Deployment **(12 points)**
2. Maintenance and support **(15 points)**
3. Non-warranty Service **(13 points)**
4. Total Cost for Services and Equipment **(60 points)**

For a total of **100 Points**

Phase Two

The Procurement Officer or his designee shall evaluate the cost proposal of each bidder whose technical proposals were deemed acceptable or potentially acceptable during the evaluation process. Then, an abstract for award for the final evaluation and consideration for approval by the Superintendent of Education or his designee will be prepared.

Evaluation Criteria for Phase Two will be as follows:

1. Total Cost for Services and Equipment provided **(100 points)**

The cost proposals of bidders whose unpriced technical offers do not meet the technical requirements of this IFB will not be opened and will not be made public, subject to an exception when the Department's Supply Management Administrator makes a written determination that public inspection of such offers is essential to assure confidence in the integrity of the procurement process, trade secrets and proprietary data excepted therefrom.

2.4.3 – METHOD OF AWARD FOR LAPTOPS

The initial order requirements will be based on the minimum quantity.

Pursuant to Section 3.19.9.2 of the GDOE Procurement Regulation ("GDOEPR"), an "Indefinite Quantity Bid" represents or states required quantities and these quantities are **estimates only**. This procurement is for an indefinite amount of the supplies detailed and described above in **Section 2.1.2**, which should be furnished, in this case, as ordered. The objective of this multi-step bid is to establish a fixed-price for any Laptops or Mobile Labs the Department may require through December 31, 2011. Due to fluctuation in needs, these quantities may increase or decrease during the course of the contract period; however, regardless of fluctuations in needs, this contract shall be subject to the availability of funds. Bidders should cross-reference this section with **Section 4** (ARRA, general), **Section 2.2.8** (Requirements for All Solicitations Funded by ARRA), **Section 2.2.2** (Multi-Step Sealed Bidding), and **Section 2.2.3** (Indefinite Quantity Procurement/Bid).

2.4.4 – NOTICE OF AWARD

Bidders submitting bids in response to this IFB will be notified in writing should their bid be determined to be the lowest most responsive and responsible bidder. For solicitations over \$25,000 all bidders

submitting bids will be notified in writing of the successfulness or unsuccessfulness of their response to this IFB. Written notice of award will be public information and made a part of the procurement file.

2.5 – GENERAL INFORMATION

2.5.1 – DELIVERY AND PERFORMANCE SCHEDULE

Bidders submitting bids in response to this IFB should be aware that goods and/or services procured through this IFB and funded by ARRA are subject to the following grant deadlines for payment and performance: 1) ARRA funds for the goods or services procured through this IFB must be obligated by September 30, 2011; 2) ARRA funded goods must be delivered or services performed by December 30, 2011; and 3) Invoices for ARRA funded goods or services must be submitted and paid by December 31, 2011.

GDOE expects that bidders submitting bids or offers in response to this IFB will deliver the goods or services being procured through this IFB according to the following delivery and performance schedule:

- The standard image must be completed within 4 weeks after the issuance of a purchase order signifying the notice to proceed.
- Delivery of equipment must begin no later than 3 months after the issuance of a purchase order signifying the notice to proceed. Final delivery of equipment must be no later than November 25, 2011.
- Vendor and GDOE will agree on a tentative delivery schedule within 2 months upon issuance of a purchase order signifying the notice to proceed.
- Vendor will deliver equipment directly to school site. Final acceptance of installation and configuration is considered complete when the equipment is operational in the designated classroom.
- All deliveries will be coordinated with GDOE Property office, FSAIS and school representative.
- Vendor will give at least a 2-week notice prior to delivery.
- Vendor will provide an electronic copy of inventory to the GDOE Property office, school, and to FSAIS prior to delivery.
- School representative will validate and sign off on equipment to account for all equipment delivered.
- All Mobile Labs must be fully assembled upon delivery at the school site.
- All shipping and packaging materials are the responsibility of the vendor. Vendor is responsible for proper disposal of all shipping and packaging materials.
- In the event the Contractor does not complete the Project within the time specified, liquidated damages will be assessed as stated in **Section 5** Contract Terms and Conditions.

2.5.2 – METHOD OF PAYMENT

Bidders submitting bids in response to this IFB should be aware that payments for the supplies and/or services procured through this IFB will be remitted as they are delivered to GDOE. Once a purchase order is issued by GDOE's Office of Supply Management, the total payment for the supplies and/or services ordered thereon will be divided in proportion to the number of deliveries made in fulfillment of each purchase order and each payment will be representative of the contracted value of the items contained therein. All deliveries are subject to GDOE's inspection and acceptance as detailed below in **Section 2.5.3**. For the successful bidder, these payment terms may potentially be negotiated to another mutually agreeable payment structure at the time of contract negotiation.

The term "satisfactory completion" shall be according to the terms specified in the contract documents. If the percentage of completion is not specified in the contract documents GDOE and the contractor shall mutually agree upon specified payment terms and conditions. Bidders should be aware that payment for any projects funded by federal grant funds will be subject to review by GDOE's Third Party Fiduciary Agent. Please refer to any federal funding stipulations in **Section 3** and **Section 4** of this IFB to determine whether federal funds will be used for this procurement.

2.5.3 – INSPECTION AND ACCEPTANCE OF GOODS

Bidders submitting bids in response to this IFB should be aware that GDOE will inspect and test all goods, supplies, materials or equipment delivered in response to this IFB. GDOE reserves the right to reject and, at its discretion, require replacement of those items that are determined to be defective in material, construction, workmanship, manufacturing, or performance and/or that do not conform to the specifications described in this IFB.

2.5.4 – BOND REQUIREMENTS AND PERFORMANCE GUARANTEES

2.5.4.1 – BID BOND REQUIREMENTS FOR CONTRACT AMOUNTS IN EXCESS OF \$15,000

Bidders submitting bids in response to a procurement that will result in a contract amount in excess of \$15,000.00 must meet the bid guarantee requirements stipulated below in this section. Bidders are required to complete the Bid Bond Form in **Section 5** labeled as “GDOE Procurement Form 003” if providing a surety bond for security. Bidders choosing to provide a cashier’s check, certified check, or letter of credit are not required to submit “GDOE Procurement Form 003” but should provide the cashier’s check, certified check, or letter of credit and a copy of same attached to its bid submission in lieu of “GDOE Procurement Form 003”.

2.5.4.2 – BID GUARANTEE REQUIREMENT

Bidder is required to submit a Bid Guarantee Bond or standby irrevocable Letter of Credit or Certified Check or Cashier’s Check in the same bid envelope to be held by the Government pending award. The Bid Guarantee Bond, Letter of Credit, Certified Check or Cashier’s Check must be issued by any local surety or banking institution licensed to do business on Guam and made payable to the Treasury of Guam in the amount of fifteen percent (15%) of his highest total bid offer. The Bid Bond must be submitted on Government Standard Form BB-1 (copy enclosed). Personal Checks will not be accepted as Bid Guarantee. If a successful Bidder (contractor) withdraws from the bid or fails to enter into contract within the prescribed time, such Bid guarantee will be forfeited to the Government of Guam. Bids will be disqualified if not accompanied by Bid

Bond, Letter of Credit, Certified Check or Cashier’s check. Bidder must include in his/her bid, valid copies of a Power of Attorney from the Surety and a Certificate of Authority from the Government of Guam to show proof that the surety company named on the bond instrument is authorized by the Government of Guam and qualified to do business on Guam. For detailed information on bonding matters, contact the Department of Revenue and Taxation. Failure to submit a valid Power of Attorney and Certificate of Authority on the surety is cause for rejection of bid. (GPR Section 3-202.03.3) **Pursuant to Public Law 27-127, all competitive sealed bidding for the procurement of supplies or services exceeding \$25,000.00 a 15% Bid Security of the total bid price must accompany the bid package.**

2.5.4.3 – PERFORMANCE BOND REQUIREMENT

Bidder will be required to furnish a Performance Bond on either a Government Standard Form PB-1, standby irrevocable Letter of Credit or Certified Check or Cashier’s Check payable to the Treasurer of Guam issued by any of the local Banks or Bonding Institution in the amount equal to **one hundred percent (100%)** of the contract prices as security for the faithful performance and proper fulfillment of the contract. In the event that any of the provisions of this contract are violated by the Contractor, the Supply Management Administrator shall serve written notice upon both the Contractor and the Surety of its intention to terminate the contract. Unless satisfactory arrangement or correction is made within ten (10) days of such notice the contract shall cease and terminate upon the expiration of the ten (10) days. In the event of such termination, the Supply Management Administrator shall immediately serve notice thereof upon the Surety. The Surety shall have the right to take over and perform the contract, provided, however, that if the Surety does not commence performance thereof within ten (10) days from the date of the mailing of notice of termination, the Government may take over and prosecute the same to complete the contract or force account for the account and at the expense of the Contractor, and the Contractor and his Surety shall be liable to the Government for

any excess cost occasioned the Government thereby (GDOEPR Section 3.9.3.4.) Insert new provisions of Performance Bond by P.L. 27-127.

2.5.4.4 – PERFORMANCE GUARANTEE

Bidders, who are awarded a contract under this solicitation, guarantee that goods will be delivered or required services performed within the time specified. Failure to perform the contract in a satisfactory manner may be cause for suspension or debarment from doing business with the Government and to enforce Section 23 of these General Terms and Conditions. In addition, the Government will hold the Vendor liable and will enforce the requirements as set forth in Section 41 of these General Terms and Conditions.

2.5.4.5 – SURETY BONDS

Bid and Performance Bonds coverage must be signed or countersigned in Guam by a foreign or alien surety's resident general agent. The surety must be Insurance Company, authorized by the government of Guam and qualified to do business in Guam. Bids will be disqualified if the Surety Company does not have a valid Certificate of Authority from the Government of Guam to conduct business in Guam.

2.5.5 – CONTRACT TERMS AND CONDITIONS

Bidders submitting bids in response to this IFB should refer to the Contract Terms and Conditions included in Section 6 of this IFB.

This is a fixed price Multi-Step IFB.

Maintenance support (online and telephone) begins upon first receipt of the hardware (laptops and Mobile Labs).

Warranty repair: Guam Department of Education requires a **minimum of 100 teacher laptop and 100 student laptop loaners** to be available during the warranty period in the event of any equipment warranty repair. Any repair that cannot be completed within 45 days from the date of submission will result in an outright replacement.

Installation and working hours requirements: In the event installations or working hours are required in the classroom or where teaching occurs with students, all installations will not interfere or disrupt classroom time and will be scheduled and coordinated with the Guam Department of Education.

Housekeeping requirements: Throughout the deployment and installation, Vendor shall keep the working areas free from debris of all types and remove from the premises all rubbish resulting from any work done by the Vendor. On a daily basis, Vendor shall leave the work areas in a tidy and clean condition. Upon completion of the entire location project, Vendor shall leave the premises in a clean and finished condition. All unusable debris and waste material shall be hauled away to an appropriate off-site dump area. Complete cleanup shall include the collection and removal of all waste paper materials, cans, bottles, containers, construction waste materials and other objectionable materials. The vendor will be responsible for all packaging materials and other items to be disposed.

2.5.6 – METHOD OF AWARD FOR LAPTOPS

The initial order requirements will be based on the minimum quantity.

Section 3 – REQUIREMENTS FOR ALL SOLICITATIONS

3.1 – REQUIREMENTS FOR ALL SOLICITATIONS

Bids submitted in response to this IFB must fulfill the requirements for all solicitations identified in this IFB. Each of the forms identified in this section and its subsections must be completed and returned in the envelope containing responses to this IFB. The term “GCA” refers to the Guam Code Annotated. The term “GAR” refers to the Guam Administrative Regulations, Division 4, Procurement Regulations.

NOTE: Section 3 of this IFB differs from Section 5 of this IFB in the following ways:

1. Section 3 of this IFB lists requirements for all solicitations.
2. Section 4 of this IFB lists heightened requirements on the bidder due to the funding source – the American Recovery and Reinvestment Act (ARRA) – for this procurement. These heightened requirements must be met regardless of whether ARRA funds this procurement in whole or in part.

3.2 – REQUIREMENTS FOR ALL SOLICITATIONS FUNDED BY ARRA

Solicitations and awards that will be funded by the American Recovery and Reinvestment Act (ARRA or Act) must comply with the terms and conditions set forth by the Act to prevent termination of source funding. Select compliance and assurance requirements of the Act are highlighted in Section 4 of this IFB.

3.3 – LICENSE TO CONDUCT BUSINESS ON GUAM

Bidders providing supplies or services pursuant to or in support of this IFB are subject to licensure requirements in accordance with 5 GCA § 5008. Information about a Guam business license may be obtained from the Guam Department of Revenue and Taxation.

3.4 – LIST OF FORMS REQUIRED FOR ALL SOLICITATIONS

All bidders submitting bids in response to this IFB must complete the “Response to Invitation to Bid”, which is attached to this IFB. Furthermore, Bids submitted in response to this IFB must contain completed originals of the additional forms identified throughout this IFB, which are collectively listed in Section 5.

3.5 – DISCLOSURE OF OWNERSHIP AND COMMISSIONS

Bidders submitting bids in response to this IFB must expressly identify all major shareholders in accordance with 5 GCA § 5233.

*****AG Procurement Form 002 (Rev. Nov. 17, 2005) must be completed and included in all responses to this IFB.*****

3.6 – BIDDERS CERTIFY THAT PRICE OR OFFER WAS INDEPENDENTLY ARRIVED AT WITHOUT COLLUSION

By submitting a bid in response to this IFB, a bidder certifies that the indicated price or offer was independently arrived at without collusion in accordance with 2 GAR Div. 4 § 3126(b).

*****AG Procurement Form 003 (Jul. 12, 2010) must be completed and included in all responses to this IFB.*****

3.7 – PROHIBITION AGAINST GRATUITIES AND KICKBACKS

By submitting a bid in response to this IFB must certify to the best of their knowledge that neither they, nor any of their officers, representatives, agents, subcontractors, or employees, have violated or are violating the prohibition against gratuities and kickbacks set forth in 5 GCA § 5630.

Bidders submitting bids in response to this IFB must certify to the best of their knowledge that neither they, nor any of their officers, representatives, agents, subcontractors, or employees have offered, given or agreed to give, any government of Guam employee or former government employee, any payment, gift, kickback, gratuity or offer of employment in connection with the bidders response to this IFB. 5 GCA § 5630(c); 2 GAR Div. 4 § 11107(3) and 11107(4)(e).

*****AG Procurement Form 004 (Jul. 12, 2010) must be completed and included in all responses to this IFB.*****

3.8 – REPRESENTATION REGARDING ETHICAL STANDARDS

By submitting a bid in response to this IFB, bidder represents that it has not knowingly influenced and promises that it will not knowingly influence a government employee to breach any of the ethical standards set forth in 5 GCA Chapter 5 Article 11 (Ethics in Public Contracting) of the Guam Procurement Act and in Chapter 11 of the Guam Procurement Regulations.

*****AG Procurement Form 005 (Jul. 12, 2010) must be completed and included in all responses to this IFB.*****

3.9 – REPRESENTATION REGARDING CONTINGENT FEES

By submitting a bid in response to this IFB, bidder represents that it has not retained a person to solicit or secure a territorial contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business, in accordance with 5 GCA § 5631.

*****AG Procurement Form 007 (Jul. 12, 2010) must be completed and included in all responses to this IFB.*****

3.10 – RIGHT OF GDOE TO CANCEL INVITATION FOR BID

The Guam Department of Education (GDOE) reserves the right to cancel this IFB at any time when it is in the best interests of the Department, in accordance with 5 GCA § 5225 and 2 GAR Div. 4 § 3115(c).

3.11 – PROHIBITION AGAINST EMPLOYMENT OF SEX OFFENDERS

Any entity providing services pursuant to this IFB are prohibited from employing sex offenders to provide the goods or services being procured through this IFB. Specifically, pursuant to 5 GCA § 5253:

§5253. Restriction Against Contractors Employing Convicted Sex Offenders from Working at Government of Guam Venues.

(a) No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 Guam Code Annotated, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry, and who is employed by a business contracted to perform services for an agency or instrumentality of the government of Guam, shall work for his employer on the property of the government of Guam other than a public highway.

(b) All contracts for services to agencies listed herein shall include the following provisions: (1) warranties that no person providing services on behalf of the contractor has been convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA or an offense as defined in Article 2 of Chapter 28, Title 9 GCA, or an offense in another jurisdiction with, at a minimum, the same elements as such offenses, or who is listed on the Sex Offender Registry; and (2) that if any person providing services on behalf of the contractor is convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA or an offense as defined in Article 2 of Chapter 28, Title 9 GCA or an offense in another jurisdiction with, at a minimum, the same elements as such offenses, or who is listed on the Sex Offender Registry, that such person will be immediately removed from working at said agency and that the administrator of said agency be informed of such within twenty-four (24) hours of such conviction...

(d) any contractor found in violation of §5253(b), after notice from the contracting authority of such violation, shall, within twenty-four (24) hours, take corrective action and shall report such action to the contracting authority. Failure to take corrective action within the stipulated period may result in the temporary suspension of the contract at the discretion of the contracting authority.

SOURCE: Added by P.L. 28-24:2. Amended by P.L. 28-98:2 (Feb. 7, 2006).

3.12 – WAGE AND BENEFITS DETERMINATION FOR SERVICES

Bidders submitting bids in response to this IFB must pay employees providing services procured through this IFB in accordance with the Wage Determination for Guam and the Northern Mariana Islands issued and promulgated by U.S. Department of Labor for such labor as is employed in the direct delivery of contract deliverables to the government of Guam. 5 GCA § 5801 and § 5802, as applicable. A copy of the most recent wage determination is included herein. The Wage Determination for Guam and the Northern Mariana Islands also can be found on the U.S. Department of Labor's website: <http://www.wdol.gov>.

Bidders submitting bids in response to this IFB must provide health and similar benefits for employees, such benefits having a minimum value as detailed in the Wage Determination issued and promulgated by U.S. Department of Labor and shall contain provisions guaranteeing a minimum of ten (10) paid holidays per annum per employee. 5 GCA § 5802.

*****AG Procurement Form 006 (Feb. 16, 2010) must be completed and included in all responses to this IFB.*****

**Section 4 – REQUIREMENTS FOR ALL SOLICITATIONS FUNDED BY
THE AMERICAN RECOVERY AND REINVESTMENT ACT**

NOTE: As stated above in **Section 2.2.9**, only the first phase of this multi-step, indefinite quantity procurement for laptops and Mobile Labs will be funded by the Rural and Low-Income School Program (“RLIS”), a U.S. Department of Education (“USDOE”) formula grant, which is provided through the American Recovery and Reinvestment Act (“ARRA”). Any future requisitions of laptops or Mobile Labs made in connection with this multi-step, indefinite quantity bid *may or may not* be funded by either the RLIS or ARRA grants. For purposes of clarity, bidders should understand that requisitions made with RLIS funds are also requisitions using ARRA funds and are therefore subject to all reporting requirements of ARRA described in this section of this IFB; however, because the RLIS program is a sub-program to and within ARRA, requisitions may be made entirely with non-RLIS ARRA funds. Regardless of the funding source, any future requisitions issued for the purchase of additional laptops or Mobile Labs under this multi-step, indefinite quantity IFB will stipulate the funding source, if federal, and any requirements thereof.

4.1 – REQUIREMENTS FOR ALL SOLICITATIONS FUNDED BY THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)

Solicitations and awards that will be funded by the American Recovery and Reinvestment Act (“ARRA” or “Act”) must comply with the terms and conditions set forth by the Act to prevent termination of course funding. In some instances these terms and conditions may impose higher standards of reporting, record keeping, and compliance. ARRA rules and regulations shall prevail over any conflicting terms and conditions present in this IFB or local and federal laws.

Select ARRA requirements requiring special attention are highlighted below. The full text of the Act may be found at: <http://www.recovery.gov>.

4.2 – REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE

Bidders and its subcontractors who are awarded a contract as a result of a solicitation that will be funded by ARRA may be required to register their Data Universal Numbering Systems (DUNS) Number and Taxpayer Identification Number (TIN) in the Central Contractor Registration (CCR). If your DUNS number is not currently registered with the CCR, you can easily register by going to <http://www.ccr.gov>. Questions and/or concerns may be directed to (866) 336-8930.

4.3 – REPORTING REQUIREMENTS

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must submit monthly and quarterly reports to the GDOE identifying the following:

- a. Vendor’s DUNS number;
- b. Award number or other identifying number assigned by the GDOE;
- c. Amount of ARRA funds received by the vendor during the reporting period;
- d. Amount of ARRA funds expended or obligated to the vendor during the reporting period;
- e. Detailed list of all projects or activities for which ARRA funds were expended or obligated, including:
 - i. The name of the project or activity;
 - ii. A description of the project or activity;
 - iii. An evaluation of the completion status of the project or activity;
 - iv. An estimate of the number of jobs created or retained by the project or activity;
 - v. The primary place of performance of the sub-award, including the city, state, congressional district, and country
 - vi. The names and total compensation of the five most highly compensated officers of the company if it received:
 - i. 80% or more of its annual gross revenues in federal awards; and
 - ii. \$25 million or more in annual gross revenue from federal awards.

- f. Any other information reasonably requested by the GDOE or required by Guam or federal law or regulation.

4.4 – SEGREGATION OF FUNDS

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must be willing to segregate and refrain from comingling obligations and expenditures of ARRA funds from other sources of funding.

4.5 – TRANSPARENT USE OF GRANT FUNDING

Solicitations and awards that will be funded by ARRA must be completely transparent to prevent the misuse and misappropriation of the funds. All payments made in connection with this solicitation and any award granted therefrom will be publicly reported online at <http://www.federalreporting.gov>.

4.6 – ACCESS TO RECORDS

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must be willing to participate in, either scheduled or unannounced, interviews and examinations of any pertinent books, documents, paper, and records of bidder related to bidder's charges and performance under this award by officials from the GDOE (sub-grantee), the Guam Public Auditor's Office (grantee's state auditor), the Office of the Governor of Guam (grantee), the United States Department of Education (grantor), the Office of Inspector General, and Government Auditing/Accountability Office (GAO). Such records shall be kept by bidder for a period of three (3) years after final payment under this award.

4.7 – ACCEPTANCE OF FUTURE REQUIREMENTS

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA should be aware that the rules and regulations governing ARRA funding may change over time and additional compliance requirements may be imposed by the grantor.

4.8 – CLEARANCE INVESTIGATION

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA will be subject to a clearance investigation to ensure that the vendor's owner (and/or project assigned employees) have not been Debarred, Suspended, or deemed Ineligible from federally funded projects.

4.9 – REQUIREMENT OF AN EQUAL EMPLOYMENT OPPORTUNITY (EEO) PLAN

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA should have an Equal Employment Opportunity Plan (EEO) that complies with 28 CFR § 42.302. For contracts \$500,000 or more, bidders must identify their company's Civil Rights contact person and provide a copy of their EEO.

4.10 – REQUIREMENT OF A LIMITED ENGLISH PROFICIENCY (LEP) POLICY

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must have a Limited English Proficiency (LEP) policy and plan that will provide persons with Limited English Proficiency meaningful access to services being provided.

4.11 – "BUY AMERICAN" REQUIREMENT

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must comply with the "buy American" provisions. Pub. L. 111-5 § 1605(b) (also to be found in 2 C.F.R. §§ 176.60 to 176.170). The "buy American" provisions may be waived under certain very specific criteria identified in section 1605(b) of the ARRA.

- The "buy American" provisions will apply to all offers and selected contractors must endeavor to insure the compliance of all sub-recipients, contractors and suppliers with the "buy American" provisions unless one of the specified exemptions in Pub. L. 111-5 § 1605(b) applies.
- Contractors must demonstrate compliance with the "buy American" provisions by obtaining appropriate certification from their suppliers in the component distribution chain until a satisfactory certification is

obtained that any iron, steel and manufactured goods used for Subject Activities was manufactured in the United States pursuant to the "buy American" provisions.

4.12 – REQUIREMENTS FOR WAGES PAID

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must comply with the following wage requirements:

- Wages must be paid at rates not less than those prevailing on projects of a character similar in the locality, as determined by the United States Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40 of the United States Code. Pub. L. 111-5 § 1606.
- Contractors and subcontractors must comply with the Davis-Bacon and related Acts minimum rates for wages determinations issued by the U.S. Department of Labor under Davis-Bacon and related Acts. Information regarding Davis-Bacon and related Acts can be accessed at: <http://www.gpo.gov/davisbacon/>.

4.13 – REQUIREMENTS FOR PAYMENT APPLICATIONS FOR PROJECTS PROCURED USING ARRA FUNDING

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must comply with the following requirements for payment applications:

- Wages must be paid at rates not less than those prevailing on projects of a character similar in the locality, as determined by the United States Secretary of Labor.

4.14 – ADDITIONAL REQUIREMENTS

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA must comply with the following additional requirements:

- All U.S. Department of Education awards of federal funds are subject to the National Environmental Policy Act and other related Federal laws.
- All equipment purchased shall be Year 2000 compliant.
- Adopt the On-The-Job Seat Belt Policy that enforces the use of seatbelts while operating company-owned, company-rented, or personally owned vehicles pursuant to 23 USC § 402 and 29 USC § 668 while providing goods or performing services resulting from this solicitation.

4.15 – PROHIBITED ACTS AND USES

Bidders who are awarded a contract as a result of a solicitation that will be funded by ARRA are prohibited from engaging in the following acts or practices:

- Using ARRA funding for casinos, gaming establishments, aquariums, zoos, golf courses, swimming pools, athletic facility, or other recreational facilities. ARRA § 1604.
- Using ARRA funding for the payment of maintenance of systems, equipment, or facilities.
- Using ARRA funding to improve stadiums and sectarian facilities. ARRA § 14004(c).
- Employing or using sex offenders to provide the goods or services being procured through this IFB. Employees who are charged with a sex offender crime while working on an ARRA funded project must notify GDOE of the charges against them and must be removed from the project if convicted.
- Participating in the procurement of sexual services and/or forced-labor practices.

- Text messaging while driving during official federal funds project work/or grant work or from using government supplied electronic equipment to text message or email when driving pursuant. Executive Order 13513 (October 1, 2009).
- Discriminating based on race, color, national origin, sex, disability, and age. Additional information on civil rights obligations can be found at <http://www2.ed.gov/policy/gen/leg/recovery/notices/civil-rights.html>.

4.16 – CONTROLLING PROCUREMENT LAW PER EDGAR

This procurement is being funded, either wholly or in part, by monies granted to GDOE by the U.S. Department of Education. The GDOE has been designated a “high-risk” grantee under 34 CFR § 80.12 by the USDOE and GDOE is therefore subject to certain Special Conditions and directives and, additionally, bears special responsibilities and requirements imposed by those Special Conditions.¹ GDOE is obligated by this High-Risk designation to comply with the procurement regulations set forth in Education Department General Administration Regulations (“EDGAR”), the relevant sections of which are specifically outlined in 34 CFR § 80.36 (b)-(j). In the event that a conflict arises between Government of Guam and GDOE procurement laws and regulations, federal laws and regulations shall prevail.

EDGAR may be accessed via the Internet by clicking the following link <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>, by dialing the following number 866-512-1800, or in writing by sending correspondence to the Superintendent of Documents, P.O. Box 37954, Pittsburgh, PA 15250-7954.

¹ See Special Conditions Letter and *Attachment A to the GDOE FY 2010 Special Conditions, “Responsibilities and Requirements of GDOE”*, which may be found at GDOE’s website.

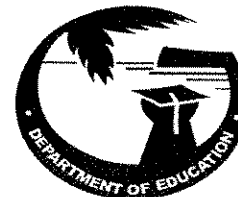
http://www.gdoe.net/fedprograms/index_files/Final_FY_2010_GDOE_Special_Conditions_6.21.10.pdf

Section 5 – FORMS REQUIRED FOR ALL BIDS SUBMITTED IN RESPONSE TO IFB

5.1 – LIST OF FORMS REQUIRED FOR ALL SOLICITATIONS

FORM NAME	FORM TITLE
GDOE Procurement Form 001	BID FORM
GDOE Procurement Form 002	SPECIAL REMINDER TO PROSPECTIVE BIDDERS
GDOE Procurement Form 003	SPECIAL INSTRUCTIONS FOR BID BOND FORM
GDOE Procurement Form 004	BID BOND FORM
AG Procurement Form 002 (Rev. Nov. 17, 2005)	AFFIDAVIT DISCLOSING OWNERSHIP AND COMMISSIONS
AG Procurement Form 003 (Jul. 12, 2010)	AFFIDAVIT RE NON-COLLUSION
AG Procurement Form 004 (Jul. 12, 2010)	AFFIDAVIT RE GRATUITIES OR KICKBACKS
AG Procurement Form 005 (Jul. 12, 2010)	AFFIDAVIT RE ETHICAL STANDARDS
AG Procurement Form 006 (Feb. 16, 2010)	DECLARATION RE COMPLIANCE WITH U.S. DOL WAGE DETERMINATION
AG Procurement Form 007 (Jul. 15, 2010)	AFFIDAVIT RE CONTINGENT FEES

Guam Department of Education
 Manuel F.L. Guerrero/Administration Building
 Government Of Guam
 P.O. Box DE
 Hagåtña, Guam 96932
 Tel: 671-300-1581/1582 • Fax: 671-475-5001



[Handwritten Signature]

MARCUS Y. PIDO
 Supply Management Administrator

DATE ISSUED: _____ / _____ / _____
 MONTH / DAY / YEAR

IFB NUMBER: _____

IFB PURPOSE: _____

SPECIFICATION: _____

DESTINATION: _____

REQUIRED DELIVERY DATE: _____ / _____ / _____
 MONTH / DAY / YEAR

INSTRUCTION TO BIDDERS: _____

INDICATE WHETHER: INDIVIDUAL PARTNERSHIP CORPORATION

INCORPORATED IN: _____

This bid shall be submitted in duplicate and sealed to the issuing office above no later than

This **TIME:** ____ : ____ Choose an item. On this **DAY:** _____ / _____ / _____
 MONTH / DAY / YEAR

and shall be publicly opened. Bids submitted after the time and date specified above shall be rejected.

The undersigned offers and agrees to furnish within the time specified, the articles and services at the price stated opposite the respective items listed on the schedule provided, unless otherwise specified by the bidder. In consideration to the expense of the Government in opening, tabulating, and evaluating this and other bids, and other considerations, the undersigned agrees that this bid remain firm and irrevocable within **60** calendar days from the date opening to supply any or all the items which prices are quoted.

NAME AND ADDRESS OF BIDDER: _____

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS BID: _____

AWARD CONTRACT NO:	AMOUNT:	DATE:
ITEM:	NO(S):	AWARDED:
CONTRACTING OFFICER:		
MARCUS Y. PIDO, SUPPLY MANAGEMENT ADMINISTRATOR		
NAME AND ADDRESS OF CONTRACTOR: _____		
SIGNATURE AND TITLE OF PERSON AUTHORIZED TO SIGN THIS CONTRACT: _____		

GDOE PROCUREMENT FORM 001

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH THE FORMAL BID DOCUMENTS.

Guam Department of Education
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Government Of Guam
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Hagåtña, Guam 96932
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SPECIAL REMINDER TO PROSPECTIVE BIDDERS

INVITATION FOR BID (IFB) NUMBER:

006-2011

Bidders submitting bids or offers in response to this IFB are reminded to follow all instructions included in the IFB and all of the items checked below in the bid envelope, in duplicate, at the date and time bid responses are due.

BID GUARANTEE (15% of Bid Amount) May be in the form of either:

- a. **Cashier's Check or Certified Check**
- b. **Letter of Credit**
- c. **Surety Bond – Valid only if accompanied by:**

- 1) Current Certificate of Authority issued by the Insurance Commissioner;
- 2) Power of Attorney issued by the Surety to the Resident General Agent;
- 3) Power of Attorney issued by two (2) major officers of the Surety to whoever is signing on their behalf.

One (1) Copy of Either: BUSINESS LICENSE CONTRACTOR'S LICENSE

SURETY CONFIRMATION THAT WILL BOND THE CONSTRUCTION COMPANY

BIDDERS MUST COMPLY WITH THE FOLLOWING REQUIREMENT:

For forms requiring notarized signatures, the **date of signature** of the authorized person or agent and the **date of notarization** must be the same. This provision applies to each of the forms below:

- 1) **AFFIDAVIT DISCLOSING OWNERSHIP AND COMMISSIONS**
- 2) **AFFIDAVIT re NON-COLLUSION**
- 3) **AFFIDAVIT re NO GRATUITIES, KICKBACKS AND/OR FAVORS**
- 4) **AFFIDAVIT re ETHICAL STANDARDS**
- 5) **DECLARATION re COMPLIANCE WITH U.S. DOL WAGE DETERMINATION**
- 6) **AFFIDAVIT re CONTINGENT FEES**

This reminder must be signed and returned in the bid envelope together with the bid. Failure to comply with the above requirements may be cause for disqualification and or rejection of the bid.

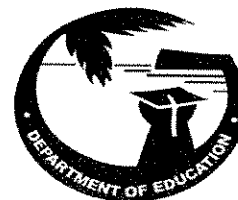
I, _____, authorized representative of _____
acknowledge receipt of this special reminder to prospective bidders for the above referenced IFB.

Bidder's or Bidder's Agent's Signature / Today's Date

GDOE PROCUREMENT FORM 002

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH THE FORMAL BID DOCUMENTS.

Guam Department of Education
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Government Of Guam
P.O. Box DE
Hagåtña, Guam 96932
Tel: 671-300-1581/1582 • Fax: 671-475-5001



SPECIAL INSTRUCTIONS FOR BID BOND FORM

INSTRUCTION TO BIDDERS:

NOTICE to all Insurance and Bonding Institutions:

The Bond requires the signatures of the Vendor, two (2) major Officers of the Surety and Resident General Agent, if the Surety is a foreign or alien surety.

When the form is submitted to GUAM DEPARTMENT OF EDUCATION, it should be accompanied with copies of

The following:

- 1) **Current Certificate of Authority to do business on Guam issued by the Department of Revenue and Taxation.**
- 2) **Power of Attorney issued by the Surety to the Resident General Agent.**
- 3) **Power of Attorney issued by two (2) major officers of the Surety to whoever is signing on their behalf.**

Bonds, submitted as Bid Guarantee, without signatures and supporting documents are invalid and Bids will be rejected.

Guam Department of Education
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Hagåtña, Guam 96932
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BID BOND FORM

INVITATION FOR BID (IFB) NUMBER: 006-2011

KNOW ALL MEN BY THESE PRESENTS that _____, as Principal (hereinafter referred to as "Principal"), and Bonding Company, _____, a duly admitted insurer under the laws of the Territory of Guam, as Surety (hereinafter referred to as "Surety") are held firmly bound unto the Territory of Guam for the sum of _____

_____ dollars (\$ _____), for Payment of which sum will and truly to be made, the said Principal and the said Surety bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (please identify requisition number and provide a description):

Requisition Number: 006-2011

Brief Description of Project: Indefinite Quantity of Laptops and Mobile Computer Labs

NOW, THEREFORE, if the Territory of Guam shall accept the bid of the Principal and the Principal shall enter into a Contract with the Territory of Guam in accordance with the terms of such bid, and give such bond or bonds as may be specified in bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Territory of Guam the difference not to exceed the penalty hereof between the amounts specified in said bid and such larger amount for which the Territory of Guam may in good faith contract with another party to perform work covered by said bid or an appropriate liquidated amount as specified in the Invitation for Bids then this obligation shall be null and void, otherwise to remain full force and effect.

SIGNED and SEALED this _____ day of _____, 20_____.

Principal / Today's Date

Principal's Seal

Witness / Today's Date

Witness's Title

Major Officer of Surety / Date

Major Officer of Surety's Title

Major Officer of Surety / Date

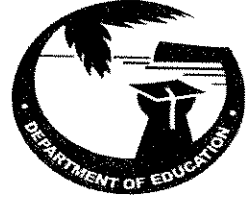
Major Officer of Surety's Title

Resident General Agent / Date

GDOE PROCUREMENT FORM 004

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH THE FORMAL BID DOCUMENTS IF THE BIDDER IS PROVIDING A SURETY BOND FOR SECURITY.

Guam Department of Education
Manuel F.L. Guerrero/Administration Building
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Hagåtña, Guam 96932
Tel: 671-300-1581/1582 • Fax: 671-475-5001



SPECIAL PROVISIONS

RE: Gateway to Success – Indefinite Quantity of Laptops and Mobile Computer Labs

RESTRICTION AGAINST SEX OFFENDERS EMPLOYED BY SERVICE PROVIDERS TO GOVERNMENT OF GUAM FROM WORKING ON GOVERNMENT PROPERTY.

If a contract for services is awarded to the bidder or offeror, then the service provider must warranty that no person in its employment who has been convicted of a sex offense under the provisions of chapter 25 of Title 9 of Guam code Annotated or of an offense defined in Article 2 of chapter 28 of Title 9 of the Guam Code annotated, or who has been convicted in any other jurisdiction of an offense with the same elements as heretofore defined, or who is listed on the Sex Offender Registry, shall provide services on behalf of the service provider while on government of Guam property, with the exception of public highways. If any employee of a service provider is providing services on government property and is convicted subsequent to an award of a contract, then the service provider warrants that it will notify the Government of the conviction within twenty-four (24) hours of the conviction, and will immediately remove such convicted person from providing services on government property. If the service provider is found to be in violation of any of the provisions of this paragraph, then the government will give notice to the service provider to take corrective action. The service provider shall take corrective action within twenty-four (24) hours of notice from the Government, and the service provider shall notify the Government when action has been taken. If the service providers fail to take corrective steps within twenty-four (24) hours of notice from the Government, then the Government in its sole discretion may suspend temporarily and contract for services until corrective action has been taken.

Signature of Bidder _____ Date _____
Proposer, if an individual;
Partner, if a partnership;
Officer, if a corporation.

AFFIDAVIT DISCLOSING OWNERSHIP AND COMMISSIONS

CITY OF _____)
) ss
 ISLAND OF GUAM)

A. I, the undersigned, being first duly sworn, deposes and say that I am an authorized representative of the offeror and that [please check only one]:

[] The offeror is an individual or sole proprietor and owns the entire (100%) interest in the offering business.

[] The offeror is a corporation, partnership, joint venture, or association known as _____ [please state name of offeror company], and the persons, companies, partners, or joint ventures who have held more than 10% of the shares or interest in the offering business during the 365 days immediately preceding the submission date of the proposal are as follows [if none, please so state]:

NAME	ADDRESS	% of Interest
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Further, I say that the persons who have received or are entitled to receive a commission, gratuity or other compensation for procuring or assisting in obtaining business related to the bid or proposal for which this affidavit is submitted are as follows [if none, please so state]:

NAME	ADDRESS	COMPENSATION
_____	_____	_____
_____	_____	_____

C. If the ownership of the offering business should change between the time this affidavit is made and the time an award is made or a contract is entered into, then I promise personally to update the disclosure required by 5 GCA § 5233 by delivering another affidavit to the government.

 Signature and Date of one (1) of the following:
 Offeror, if the offeror is an individual;
 Partner, if the offeror is a partnership;
 Officer, if the offeror is a corporation.

Subscribed and sworn to before me

this _____ day of _____, 20_____.

 NOTARY PUBLIC

My Commission expires on _____, 20_____

AG Procurement Form 002 (Rev. Nov. 17, 2005)

AFFIDAVIT re NON-COLLUSION

CITY OF _____)
ISLAND OF GUAM) **ss**
)

I, _____ [state name of affiant signing below], being first
duly sworn, deposes and says that:

1. The name of the offering company or individual is [state name of company]

2. The proposal for the solicitation identified above is genuine and not collusive or sham. The offeror has not colluded, conspired, connived or agreed, directly or indirectly, with any other offeror or person, to put in a sham proposal or to refrain from making an offer. The offeror has not in any manner, directly or indirectly, sought by an agreement or collusion, or communication or conference, with any person to fix proposal price of offeror or of any other offeror, or to fix any overhead, profit or cost element of said proposal price, or of that of any other offeror, or to secure any advantage against the government of Guam or any other person interested in the proposed contract. All statements in this affidavit and in the proposal are true to the best of the knowledge of the undersigned. This statement is made pursuant to 2 GAR Division 4 § 3126(b).

3. I make this statement on behalf of myself as a representative of the offeror, and on behalf of the offeror's officers, representatives, agents, subcontractors, and employees.

Signature and Date of one (1) of the following:
Offeror, if the offeror is an individual;
Partner, if the offeror is a partnership;
Officer, if the offeror is a corporation.

Subscribed and sworn to before me

this _____ day of _____, 20 _____.

NOTARY PUBLIC

My Commission expires on _____, 20 _____.

AFFIDAVIT re NO GRATUITIES OR KICKBACKS

CITY OF _____)
ISLAND OF GUAM) ss
)

_____ [state name of affiant signing below], being first
duly sworn, deposes and says that:

1. The name of the offering firm or individual is [state name of offeror company] _____ Affiant is _____ [state one of the following: the offeror, a partner of the offeror, and officer of the offeror] making the foregoing identified bid or proposal.
2. To the best of affiant's knowledge, neither affiant, nor any of the offeror's officers, representatives, agents, subcontractors, or employees have violated, are violating the prohibition against gratuities, kickbacks and/or favors set forth in 2 GAR Division 4 § 11107(e). Further, affiant promises, on behalf of offeror, not to violate the prohibition against gratuities or kickbacks as set forth in 2 GAR Division 4 § 11107(e).
3. To the best of affiant's knowledge, neither affiant, nor any of the offeror's officers, representatives, agents, subcontractors, or employees have offered, given or agreed to give, any government of Guam employee or former government employee, any payment, gift, kickback, gratuity or offer of employment in connection with the offeror's proposal.
4. I make these statements on behalf of myself as a representative of the offeror, and on behalf of the offeror's officers, representatives, agents, subcontractors, and employees.

Signature and Date of one of the following:
Offeror, if the offeror is an individual;
Partner, if the offeror is a partnership;
Officer, if the offeror is a corporation

Subscribed and sworn to before me

this _____ day of _____, 20_____.

NOTARY PUBLIC

My Commission expires on _____, 20_____.

AG Procurement Form 004 (Jul. 12, 2010)

AFFIDAVIT re ETHICAL STANDARDS

CITY OF _____)
) ss
 ISLAND OF GUAM)

_____ [state name of affiant signing below], being first duly sworn, deposes and says that:

The affiant is _____ [state one of the following: the offeror, a partner of the offeror, an officer of the offeror] making the foregoing identified bid or proposal. To the best of affiant's knowledge, neither affiant nor any officers, representatives, agents, subcontractors or employees of offeror have knowingly influenced any government of Guam employee to breach any of the ethical standards set forth in 5 GCA Chapter 5, Article 11. Further, affiant promises that neither he or she, nor any officer, reprehensible, agent, subcontractor, or employee of offeror will knowingly influence any government of Guam employee to breach any ethical standards set forth in 5 GCA Chapter 5, Article 11. These statements are made pursuant to 2 GAR Division 4 § 11103(b).

 Signature and Date of one of the following:
 Offeror, if the offeror is an individual;
 Partner, if the offeror a partnership;
 Officer, if the offeror is a corporation.

Subscribed and sworn to before me

this _____ day of _____, 20_____.

 NOTARY PUBLIC

My Commission expires on _____, 20_____.

DECLARATON re COMPLIANCE WITH U.S. DOL WAGE DETERMINATION

Procurement No.: _____

Name of Offeror Company: _____

I, _____ hereby certify under penalty of
perjury:

- (1) That I am _____ (please select one: the offeror, a partner of the offeror, an officer of the offeror) making the bid or proposal in the foregoing identified procurement;
- (2) That I have read and understand the provisions of 5 GCA § 5801 and 5802 which read:

§ 5801. Wage Determination Established.

In such cases where the government of Guam enters into contractual arrangements with a sole proprietorship, a partnership or a corporation ("contractor") for the provision of a service to the government of Guam, and in such cases where the contractor employs a person(s) whose purpose, in whole or in part, is the direct delivery of service contracted by the government of Guam, then the contractor shall pay such employee(s) in accordance with the Wage Determination for Guam and the Northern Mariana Islands issued and promulgated by the U.S. Department of Labor for such labor as is employed in the direct delivery of contract deliverables to the government of Guam.

The Wage Determination most recently issued by the U.S. Department of Labor at the time a contract is awarded to a contractor by the government of Guam shall be used to determine wages, which shall be paid to employees pursuant to this Article. Should any contract contain a renewal clause, then at the time of renewal adjustments, there shall be made stipulations contained in that contract for applying the Wage Determination, as required by this Article, so the Wage Determination promulgated by the U.S. Department of Labor on a date most recent to the renewal date shall apply.

§ 5802. Benefits.

In addition to the Wage Determination detailed in this Article, any contract to which this Article applies shall also contain provisions mandating health and similar benefits for employees covered by this Article, such benefits having a minimum value as detailed in the Wage Determination issued and promulgated by the U.S. Department of Labor, and shall contain provisions guaranteeing a minimum of ten (10) paid holidays per annum per employee.

- (3) That the offeror is in full compliance with 5 GCA § 5801 and § 5802, as may be applicable to the procurement referenced herein;
- (4) That I have attached the most recent wage determination applicable to Guam issued by the U.S. Department of Labor. (Instructions are pursuant to 40 USC Chapter 31, Subchapter IV and are attached herein.)

Print Name, Signature, Date

AG Procurement Form 006 (Feb. 16, 2010)

AFFIDAVIT re CONTINGENT FEES

CITY OF _____)
ISLAND OF GUAM) ss
)

_____ [state name of affiant signing below], being first duly sworn, deposes and says that:

1. The name of the offering company or individual is [state name of company]
_____.
2. As a part of the offering company's bid or proposal, to the best of my knowledge, the offering company has not retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract. This statement is made pursuant to 2 GAR Division 4 § 11108(f).
3. As a part of the offering company's bid or proposal, to the best of my knowledge, the offering company has not retained a person to solicit or secure a contract with the government of Guam upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business. This statement is made pursuant to 2 GAR Division 4 § 11108(h).
4. I make these statements on behalf of myself as a representative of the offeror, and on behalf of the offeror's officers, representatives, agents, subcontractors, and employees.

Signature and Date of one of the following:
Offeror, if the offeror is an individual;
Partner, if the offeror is a partnership;
Officer, if the offeror is a corporation.

Subscribed and sworn to before me

this _____ day of _____, 20 _____.

NOTARY PUBLIC

My Commission expires on _____, 20 _____

Section 6 – ATTACHMENTS

Please see the following pages for attachments A through F.

(THE REMAINDER OF PAGE IS INTENTIONALLY LEFT BLANK.)

ATTACHMENT A

Phase 1 - Technical Specifications BID Form - Teacher Laptop	
Manufacture/Brand	
Model Number	
Processor (Type, speed, brand)	
Memory (size, type, speed, brand)	
Hard Drive (size, type, speed, brand)	
Video (graphics type, speed, RAM)	
Screen Size (Size, type of screen)	
Keyboard and mouse (type, brand)	
Network Interface Controller - Wired (speed, brand)	
Wireless (type, speed, brand)	
Audio (type, brand)	
Optical Drive (type, speed, brand)	
Battery type (6 cell or better, expected battery usage time)	
Operating System	
Ports	
USB (number of ports, type/speed)	
Headphones	
Video ports (type - VGA, DVI, HDMI, etc.)	
Peripherals	
Web cam (type)	
Microphone	
Speakers	
Nylon Carrying Case (brand, make, etc)	
Number of loaners (minimum 100)	

ATTACHMENT B

Phase 1 - Technical Specifications BID Form - Student / Mobile Lab Laptop	
Manufacture/Brand	
Model Number	
Processor (Type, speed, brand)	
Memory (size, type, speed, brand)	
Hard Drive (size, type, speed, brand)	
Video (graphics type, speed, RAM)	
Screen Size (Size, type of screen)	
Optical Drive (type, speed, brand)	
Keyboard and mouse (type, brand)	
Network Interface Controller - Wired (speed, brand)	
Wireless (type, speed, brand)	
Audio (type, brand)	
Battery type (6 cell or better, expected battery usage time)	
Ports	
USB (number of ports, type/speed)	
Headphones	
Video ports (type - VGA, DVI, HDMI, etc.)	
Peripherals	
Web cam (type)	
Microphone	
Speakers	
Number of loaners (minimum 100)	

ATTACHMENT C

Phase 1 - Technical Specifications BID Form - Mobile Cart	
Manufacture/Brand	
Model Number	
Slots (Total Number of slots)	
Mobility (wheel size, other)	
Security (Description of security)	
Functionality	
Wireless (type, speed, brand, model)	
Network - Wired (type, Speed, brand, model)	
Surge Protection (number of outlets - including outlets for peripherals)	
Cooling mechanism (Detailed Description, type, brand, model)	
Power management system (Detailed Description, type, brand, model)	

ATTACHMENT D

**Phase 1 - Maintenance and Support Services
BID form**

Online Helpdesk URL

Helpdesk Phone number

Number of Employees to provide direct
support

Service Level - Response Time

Other

ATTACHMENT E

Services BID Form				
Total Cost for Services (3 years)	\$			
	-			
	Year 1	Year 2	Year 3	Total
Deployment Services (Image, configurations, installation, delivery, etc.)		N/A	N/A	\$
				-
Maintenance and Support Services (Helpdesk, Image as needed, updates, etc.)				\$
				-
Non Warranty Service				\$
				-

ATTACHMENT F

Phase 2 - Total Cost BID Form

	Quantity	Cost per unit	Total Cost
1) Total Cost for Teacher Laptops			\$ -
2) Total Cost for Student Laptops			\$ -
3) Total Cost for Mobile Lab (carts)			\$ -
4) Total Cost for services			\$ -

Note: Items 1,2,3,4 should add up to the Total Cost for Services and Equipment

Total Cost for Services and Equipment \$

Exhibit 3: Register of Receipt of IFB (In-Office and Online)

Timestamp	Username	FIRST NAME	MIDDLE INITIAL	COMPANY NAME	E-MAIL ADDRESS	PHONE NUMBER	FAX NUMBER	ADDRESS
5/19/2011 11:43:41	test	test	test	test	test	test	test	test
5/19/2011 12:09:41	Gina	Gina	T	Contract Furniture Group (CGF), LLC	gina.reilly@cfp-guam.com	(671)-633-4327 ext 101	(671)635-4327	1794 Army Drive, Suite 205, JRV Plaza Building
5/19/2011 12:16:47	Christine marcus	Christine marcus	A	Guam Technology Associates Inc.	christine.baza@gua-mtechology.com	(671)-488-2184	(888)-770-3149	\$45 Chalan San Antonio Ste. 206 P.O. Box DE
5/19/2011 14:35:04	Richard	Richard		CyberGuam Inc.	contact@cyberguam.com	(671)-989-8900		1270 N. Marine Corps Dr. Ste. 101 PMB 773
5/19/2011 14:48:08	JOSEPH	JOSEPH	M	MEGABYTE GUAM	maxvaltic@yahoo.co m	671-649-9638	671-649-7458	720 S. MARINE CORPS DRIVE
5/19/2011 14:50:07	Bennie	Bennie	D	Art Design & Services	bennie.mesa@gmail.com	671-647-4237	671-649-0120	265 Marnis St
5/19/2011 15:36:20	Matt	Matt		Blue River Information Technology	matt@blueriveril.co m	6714877976		PO Box 8105, MOU-3
5/19/2011 16:20:39	Garrett	Garrett		Yap Imports	gjohnson@mail.fm	6913506506	6913503898	PO Box 1615
5/19/2011 18:29:36	Robert	Robert	A	Sanford Technology Group LLC	robertc@sigguam.c om	(671)-647-0220	(671)-647-0800	335 South Marine Corps Drive
5/19/2011 23:08:21	Eric	Eric		PartStock Computer om	ecogden@partstock.c om	(877) 928-4800	(612) 378-7299	1820 Elm St. SE
5/20/2011 3:32:38	Tiffany	Tiffany		EarthWalk M.E. International, Inc.	TiffanyT@earthwalk.com	703-393-1940		10511 Battlevue Parkway
5/20/2011 8:52:16	Cheri	Cheri	L.		cheriwegner@mac.c om	671-637-4441	671-637-4230	1088 Army Dr., R.K. Plaza, Ste 5

5/20/2011 8:59:01	Savanna	R	Dimension Systems, Inc.	Savanna@Dimension systems.com	(671)646-2007 ext135	(671)646-2006	643 Chalan San Antonio, Df's Pacific Plaza Suite 107
5/20/2011 12:30:10	Brian	J	AshBrooke, Inc.	brianavrycomput er@hotmail.com	671-838-4712		P O Box 2456
5/20/2011 17:16:32	Mike	S	The Tool Store	michael.hauge@tdc guam.com	671 989 8666	671 989 8667	1098 RK Plaza Suite 7/Route 16
5/21/2011 6:56:34	Ron	P	Insystech inc. G4S Security Systems (Guam), Inc.	rludin39@hughes.n et	(540) 592-3489		10227 John Mosby Highway
5/23/2011 16:03:07	Jennifer	L	Cherry Enterprises, Inc.	jennifer.zimlich@gu. g4s.com	(671) 646-2307	(671) 649-7245	1851A Army Drive, Rt 16
5/24/2011 9:01:29	Richard	S	EarthWalk G4S Security Systems (Guam), Inc.	rich@cherryguam.co m	671-688-0025	671-969-3696	P.O. Box 22017 10511 Battleview Parkway
5/26/2011 4:06:49	Facundo		EarthWalk G4S Security Systems (Guam), Inc.	facundoa@aathwai k.com	703-393-1940		1851A Army Drive, Rt. 16
5/26/2011 11:46:40	Jennifer	I	Softchoice Corporation	jennifer.zimlich@gu. g4s.com	646-2307	649-7245	3131 Elliot Avenue/Suite 400
5/27/2011 7:23:51	James		Dell, Inc.	james.kessenich@s oftchoice.com	(206)-709-9002 x4217	(206)-709-9001	
5/27/2011 8:15:51	James	C	Atlantic Global Systems LLC	james_elliott@dell.c om		8082325258	47-347 Iulu St.
5/28/2011 7:00:43	Jonathan		Softchoice Inc ABC doe	jprece@atlantixjob al.com	(770) 582-7237		One Sun Court
6/2/2011 6:43:16	James B	W C		james.kessenich@s oftchoice.c/n	206-709-9002 ex 4217		3131 Elliot Ave, Suite 400, 4th Floor
6/2/2011 11:20:58				abc@hotmail.com	(671)-555-1234		1234 over here
6/3/2011 11:19:22	marcus			mypicdo@gdoe.net	671-300-1580		P.O. Box DE

CITY	STATE	ZIP CODE	COMMENTS	COMMENTS	LAST NAME
test	test	test	test		
Dededo	Guam	96929			
Tamuning	GU	96913			
Hagana	Guam	96932			
Tamuning	Guam	96913			
TAMUNING	GU	96913	Since being release almost a week later from the announcement in the PDN, will there be an extension on the submission due date?		
Tamuning	Guam	96913			
Dededo	GUAM	96912	Blue River is a company Registered and based on Guam I would like to submit a bid for this		Hempel
Colonia	Yap	96943	RFP		Johnson
Tamuning	GU	96913			Cruz
Minneapolis	MN	55414			Ogden
Manassas	Virginia	20109	Hello, We would like the bid documents for the IFB for Laptops and Mobile Computer Labs as part of the Gateway to Success initiative.		Thompson
Barrigada	Guam	96913	20109 Many thanks!		Wegner

Tamuning	Guam	96913		Cruz
Agana	Guam	96932		Avery
Barrigada	GU	96913	Interested in examining bid requirements. My company would appreciate the opportunity to review the RFP BID and determine if we area good fit for the Department of Education. Need to obtain a soft copy of this	Hauge
Upperville	VA	20184		Ludin
Harmon	Guam	96913		Zimlich
Barrigada	Guam	96921		De Vera
Manassas	VA	20109		Alberdi
Harmon	Guam	96913		Zimlich
Seattle	WA	98121		Kessenich
Kaneoche	HI	96744		Elliott
Norcross	Georgia	30092		Raece
Seattle hagatha Hagatha	Wa gu Guam	98121 96910 96932		Kessenich A pido

**GUAM DEPARTMENT OF EDUCATION
INVITATION FOR BID REGISTER**

IFB No. 006-2011

Laptops and Mobile Computer
Lab



SUBMISSION & OPENING DATE: 06/06/2011
TIME: 11:00 AM

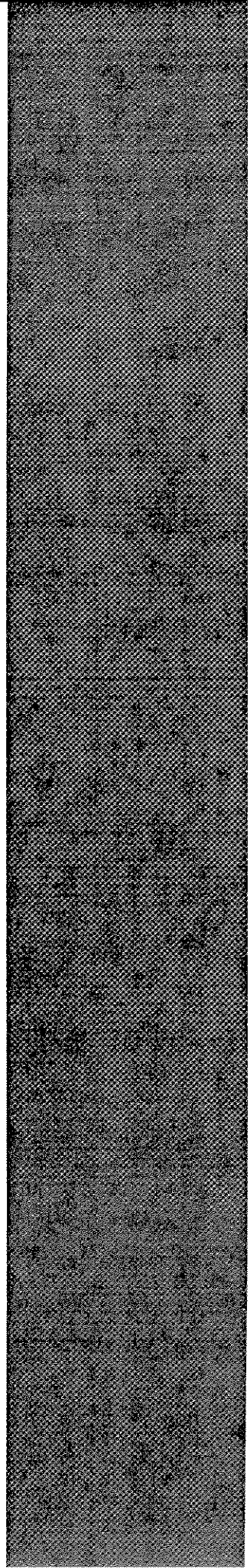
BIDDER NAME AND ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	TELEPHONE / FAX / EMAIL	ISSUED BY	SUBMISSION DATE & TIME	RECEIVED BY
Compacific, 1900 Harmon Loop Road Suite 106 Dededo Gu 96829	Tyrone P. H. Pac Toby Rousier, Sr	<i>[Signature]</i>	05-19-11	12:15	Tel#: 637-6677 Fax#: 637-6677 Email: tyrone@compacific.com			
MICROS - FIDELIO 575 575 S. MARCIE DR. SUITE 207 TA 96413	John McLaughlin	<i>[Signature]</i>	5-19-11	1:18	Tel#: 641-3970 Fax#: 641-3980 Email: JOMLAUGH@GMAIL.COM	PR		
Cells Community Services 1551 A - Arnold Dr. HAMILTON, GUAM 91072	Annette Faberman	<i>[Signature]</i>	5/20/11	8:35	Tel#: 141-2307 Fax#: 141-2408 Email: ANNETTE.FABERMAN@GMAIL.COM			
Remigio 141 Washington Drive Mangilao Guam 96923	ED GUERRA	<i>[Signature]</i>	5/20/11	9:30 AM	Tel#: 727-5759 Fax#: .. Email: edguerra@remigio.com			
LOGICON TECHNOLOGIES P.O. BOX 12849, TITIMING GU 96931	OLIVER CERBO	<i>[Signature]</i>	5/23/11	9:00 AM	Tel#: (671) 922-1777 Fax#: .. Email: OLIVER@LOGICON.US			

**GUAM DEPARTMENT OF EDUCATION
INVITATION FOR BID REGISTER**

SUBMISSION & OPENING DATE: 6/6/11
TIME: 11:00

B No. 026-2011

BIDDER NAME AND ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	TELEPHONE / FAX / EMAIL	ISSUED BY	SUBMISSION DATE & TIME	RECEIVED BY
<u>MegaByte</u> <u>720 S. Mountain Corps Dr. R</u>	<u>Jared Padine</u>		<u>5-23-11</u>	<u>11:35a</u>	Tel#: <u>649-7698</u> Fax#: _____ Email: <u>Virgil@megabyte.net</u>	<u>JP</u>		
<u>Data Management Services</u> <u>284 W. Chelton Suite 600</u> <u>Hagatona HI 96932</u>	<u>Jon Guersony Maon</u>		<u>5-24-11</u>	<u>9:10</u>	Tel#: <u>647-3674</u> Fax#: <u>477-3677</u> Email: <u>Jon@dmgsam.com</u>	<u>JP</u>		
<u>BIDDER NAME AND ADDRESS</u>	<u>PRINT FULL NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>	<u>TIME</u>	<u>TELEPHONE / FAX / EMAIL</u>	<u>ISSUED BY</u>	<u>SUBMISSION DATE & TIME</u>	<u>RECEIVED BY</u>
					Tel#: _____ Fax#: _____ Email: _____			
<u>BIDDER NAME AND ADDRESS</u>	<u>PRINT FULL NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>	<u>TIME</u>	<u>TELEPHONE / FAX / EMAIL</u>	<u>ISSUED BY</u>	<u>SUBMISSION DATE & TIME</u>	<u>RECEIVED BY</u>
					Tel#: _____ Fax#: _____ Email: _____			
<u>BIDDER NAME AND ADDRESS</u>	<u>PRINT FULL NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>	<u>TIME</u>	<u>TELEPHONE / FAX / EMAIL</u>	<u>ISSUED BY</u>	<u>SUBMISSION DATE & TIME</u>	<u>RECEIVED BY</u>
					Tel#: _____ Fax#: _____ Email: _____			

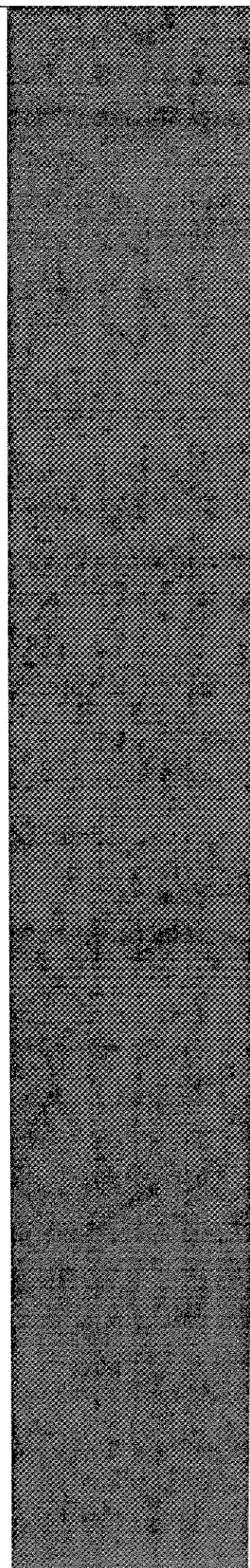


**GUAM DEPARTMENT OF EDUCATION
INVITATION FOR BID REGISTER**

IFB No. 006-2011
Indefinite Quantity for Laptops &
Mobile Computer Labs

SUBMISSION & OPENING DATE: 6-Jun-2011
TIME: 11:00 AM

1. BIDDER NAME and ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	Tel# / Fax# / Email	Issued by:	Submission Date & Time	Received by:
<i>David Technology Corp LLC 335 South Marine Ave Taraon, HI 96719</i>	<i>Don Cuffe</i>	<i>[Signature]</i>	<i>5/29/11</i>	<i>11:31</i>	<i>Tel#: 647-220-8781 Fax#: 647-220-8781 Email: rick@doctech.com</i>			
2. BIDDER NAME and ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	Tel# / Fax# / Email	Issued by:	Submission Date & Time	Received by:
					Tel#: Fax#: Email:			
3. BIDDER NAME and ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	Tel# / Fax# / Email	Issued by:	Submission Date & Time	Received by:
					Tel#: Fax#: Email:			
4. BIDDER NAME and ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	Tel# / Fax# / Email	Issued by:	Submission Date & Time	Received by:
					Tel#: Fax#: Email:			
5. BIDDER NAME and ADDRESS	PRINT FULL NAME	SIGNATURE	DATE	TIME	Tel# / Fax# / Email	Issued by:	Submission Date & Time	Received by:
					Tel#: Fax#: Email:			



**Exhibit 4: Publication of Availability of IFB 006-2011
(Pacific Daily News)**



NERISSA BRETANIA UNDERWOOD, Ph.D.
Superintendent of Education

**GUAM DEPARTMENT OF EDUCATION
OFFICE OF SUPPLY MANAGEMENT**
MANUEL F.L. GUERRERO ADMINISTRATION BLDG.
2ND FLOOR, RM. 220
HAGÁTÑA, GUAM 96932
TEL 671-475-0438 • FAX 671-472-5001
WEBSITE: www.gdoe.net



MARCUS Y. PIDO
Supply Management Administrator

INVITATION FOR BID

IFB: 006-2011

GATEWAY TO SUCCESS - INDEFINITE QUANTITY OF LAPTOPS AND MOBILE COMPUTER LABS

INTERESTED BIDDERS MAY OBTAIN THE IFB PACKAGE AT THE
OFFICE OF THE SUPPLY MANAGEMENT,
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STABILIZATION FUND (SFSF) CDFA#84.394A/GRANT AWARD#S394A090055"

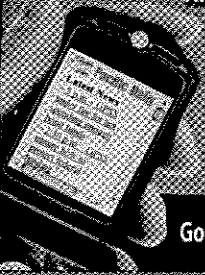


/S/ Marcus Y. Pido
SUPPLY MANAGEMENT ADMINISTRATOR
For: Nerissa Bretania Underwood, Ph.D.
SUPERINTENDENT OF EDUCATION



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ASSISTANT ASSOCIATE ACTUARY

The minimum requirements are: (1) must have a Bachelor of Science Degree in Math or Statistics, and preferably strong in calculus, statistics and probability; (2) minimum of one year of experience in a health insurance company preferred; (3) familiar with WLT software is a plus; (4) strong in word processing programs, spreadsheets, statistical analysis programs, database manipulation, and programming languages; (5) ability to communicate efficiently and relate professionally to staff; & (6) ability to maintain confidentiality.

ASSOCIATE ACTUARY

The minimum requirements are: (1) must have a Bachelor's Degree in Actuarial Science; (2) minimum of five years of experience as an Associate Actuary for a health insurance company; (3) passed at least two SOA or CAS exams; (4) should possess keen analytical, project management and problem solving skills; (5) solid communication skills; (6) strong in word processing programs, spreadsheets, statistical analysis programs, database manipulation, and programming languages; (7) ability to maintain confidentiality and knowledge of HIPAA regulations; & (8) familiar with Tillinghast & WLT.

All interested individuals may apply by emailing resume to guilaz@tokiomarinepacific.com



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Benefits: Roundtrip airfare for off-island hire; food & lodging at \$80.00 per week; local transportation to fit jobsite; interested applicants should apply at the Guam Employment Service at the One-Stop Career Center located at the GOC Bldg., 414 West Soledad Ave., Hagatna. The job offer is open to all qualified U.S. workers without regard to Race, Color, National Origin, Age, Sex, Citizenship and is in compliance with Title II of the Genetics Information Nondiscrimination Act of 2008. The job offer is open to U.S. workers with disabilities who are qualified, willing, able and available to perform the job. (Ref. No. 2011-078)

MEDICAL CLAIMS AUDITOR

TEMPORARY POSITION

The minimum requirements are: (1) nursing or equivalent medical knowledge; (2) familiar with ICD-10, CPT, HCPCS coding systems; (3) work experience in health insurance is a plus but not required; (4) familiar with WLT software is a plus; (5) good communication and presentation skills; & (6) ability to maintain confidentiality and knowledge of HIPAA regulations.



All interested individuals may apply by emailing resume to guilaz@tokiomarinepacific.com

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IN THE SUPERIOR COURT OF GUAM

IN THE MATTER OF THE ESTATE OF JULIANA B. ARTATIS, Deceased.

PROBATE CASE NO. PR0031-85

NOTICE TO CREDITORS

Notice is given by the undersigned CATHERINE A. CARDENAS, Administrator of the Estate of JULIANA B. ARTATIS, deceased, to the creditors of, and all persons having claims against the said estate or against said deceased, that within 60 days after the first publication of this notice, they either file their claims in the office of the Clerk of the Superior Court of Guam, or exhibit them with the necessary vouchers to the said CATHERINE A. CARDENAS at Sison, P.C., Suite 306, San Ramon Bldg., 115 San Ramon Street, Hagatna, Guam, the same being the place for the transaction of the business of said Estate.

Dated 5/3/11

/s/ CATHERINE A. CARDENAS

IN THE SUPERIOR COURT OF GUAM

IN THE MATTER OF THE ESTATE OF BENJAMIN M. ARTATIS, Deceased.

PROBATE CASE NO. PR0167-10

NOTICE TO CREDITORS

Notice is given by the undersigned CATHERINE A. CARDENAS, Administrator of the Estate of BENJAMIN M. ARTATIS, deceased, to the creditors of, and all persons having claims against the said estate or against said deceased, that within 60 days after the first publication of this notice, they either file their claims in the office of the Clerk of the Superior Court of Guam, or exhibit them with the necessary vouchers to the said CATHERINE A. CARDENAS at Sison, P.C., Suite 306, San Ramon Bldg., 115 San Ramon Street, Hagatna, Guam, the same being the place for the transaction of the business of said Estate.

Dated 5/3/11

/s/ CATHERINE A. CARDENAS

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INVITATION FOR BID

IFB: 006-2011

GATEWAY TO SUCCESS - INDEFINITE QUANTITY OF LAPTOPS AND MOBILE COMPUTER LABS

INTERESTED BIDDERS MAY OBTAIN THE IFB PACKAGE AT THE OFFICE OF THE SUPPLY MANAGEMENT,
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/s/ Marcus Y. Pido
 SUPPLY MANAGEMENT ADMINISTRATOR
 For: Nenssa Britanna Underwood, Ph.D.
 SUPERINTENDENT OF EDUCATION

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- Security Guard - experienced w/ CPR certification
- Chef / Sous Chef
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- Sales & Marketing Director
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- Financial Controller
- Accounting Manager
- Accounting Clerk
- General Manager

Must have a combination of Bachelor's degree & minimum of 5-year work of restaurant work experience as a General Manager. Must have proven leadership capabilities through successful management experience. Must also possess the ability to generate revenue reports, budget matters and operational and service profit and loss statements.



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